

**ATTACHMENT 7-T: CDBG PROJECT SITE SIGN (TEMPLATE)**

**Community Name** (e.g., City of Yourville)

**Project Type** (e.g., Street & Utility Infrastructure Improvements Project – Main Street, 2<sup>nd</sup> Avenue, & Miller Road; or Library Project; or Community Center Project, etc.)

**A COMMUNITY FACILITIES PARTNERSHIP  
FINANCED IN PART BY COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FROM THE  
WISCONSIN DEPARTMENT OF ADMINISTRATION AND THE  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**Tony Evers, Governor**  
*Kathy Blumenfeld, Secretary*

**Chief Elected Official's Name and Title** (i.e., Mayor, Village President, Town Chair, etc.)

State and Federal Equal Opportunity laws apply in the construction and use of this project.

**CDBG PROJECT SITE SIGN (EXAMPLE):**

**Village of Yourville**

**Street & Utility Infrastructure Improvements Project:  
Main Street, 2<sup>nd</sup> Avenue, & Miller Road**

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**Tony Evers, Governor**  
*Kathy Blumenfeld, Secretary*

**Jane Smith, Village President**

State and Federal Equal Opportunity laws apply in the construction and use of this project.

## ATTACHMENT 7-T1: CDBG PROJECT SITE SIGN (SPECIFICATIONS)

The CDBG project sign (*shown in the Template and Example on the previous page*) is required for projects involving construction (including new construction; roadway and building/structural expansion, renovation and/or rehabilitation; site demolition/clearance; environmental remediation; and similar activities). The sign must be erected at or near the site of construction,\* in accordance with the specifications below.

### SPECIFICATIONS:

- Sign dimensions: 4 feet by 8 feet
- The smallest print must be readable from 50 feet away
- Must be on plywood panel APA Rated A-B Grade-Exterior (*any alternative material must be pre-approved by DEHCR*)
- Must be high quality, professional-grade sign (*i.e., paper taped to plywood board is not acceptable*)
- Generally, must be erected outdoors and weatherproofed for outdoor posting (*an exception to an outdoor location must be pre-approved by DEHCR*)
- Sign must include:
  - Name of Unit of General Local Government (UGLG)/Community
  - Title of Project
  - Reference to CDBG Program and Funding Sources (Wisconsin Department of Administration, and U.S. Department of Housing and Urban Development), as shown in the Template and Example on the previous page
  - Name and Title of the current Governor of the State of Wisconsin and the current Secretary of the Department of Administration (check the State of Wisconsin Department of Administration website for updates prior to printing sign)
  - Name and Title of the UGLG's Chief Elected Official
- Must be on **White** background
- The following text must be in **RED** font:

**A COMMUNITY FACILITIES PARTNERSHIP  
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WISCONSIN DEPARTMENT OF ADMINISTRATION AND THE  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

- All other text on the sign must be in **BLACK** font

*\*Generally, one sign is required per project. If the project involves multiple phases, more than one sign may be needed to ensure a CDBG project sign remains posted for each phase of the project. If a project involves construction at multiple locations, the CDBG project sign should be erected at the site in the highest traffic area where the most residents are likely to see it, or at a central location between all of the construction sites (in a high-traffic area when practical). All project locations should be listed as part of the Project Title on the sign when practical.*